

MEMORANDUM

TO: BOSTON REDEVELOPMENT AUTHORITY

FROM: ROBERT J. RYAN, DIRECTOR

SUBJECT: MEMORANDUM CONCERNING THE ESTABLISHMENT OF A
LIAISON COMMITTEE ON CONTRACT COMPLIANCE

Due to the many changes and new regulations in Affirmative Action in Equal Employment Opportunity as it relates to construction by city, state and federal agencies also to the involvement of community agencies, I feel it is appropriate to establish a Liaison Committee to advise and work with the Authority's Contract Compliance Department. This committee would only serve in an advisory capacity and would meet once a month or in an emergency situation.

A Liaison Committee would be a valuable asset to the authority and shows our willingness to cooperate and work with the community, city, state and federal agencies.

This committee would be made up of representatives from:

- Mayor's Office of Contract Compliance
- Mayor's Office of Federal Compliance
- Mayor's Office of Minority Business
- Third World Jobs Clearing House
- Women's Collective for Skilled Employment
- Boston Redevelopment Authority
- Contractors Association of Boston
- Community Task Force on Construction

The City of Boston has recently established the Mayor's Office of Minority Business and has expanded the Mayor's Office of Contract Compliance. Contract Compliance has become more demanding due to the input of community, city, state and federal agencies. This advisory committee would go a long way in improving the Liaison between and among these various organizations.

Boston Redevelopment Authority

Boston Redevelopment Authority

Liaison Committee

Purpose

Since the regulations of the various city and federal agencies are constantly changing, new city agencies are being created and community groups seeking involvement on Equal Employment Affirmative Action and minority concerns. The primary purpose of establishing a Liaison Committee would be to have these agencies review and recommend appropriate action on matters regarding Equal Employment and Affirmative Action Requirements related to minority recruitment, referral, employment training and minority business participation as specified in the Contractual Documents for all Boston Redevelopment Authority funded construction projects.

The committee would also meet on a monthly basis to review progress regarding EEO and Affirmative Action requirements and also to resolve any inequities and make recommendation to the Contract Compliance Department in these areas on a needed basis.

Membership

The Contract Compliance Officer of the Boston Redevelopment Authority will act as chairman of this committee. The membership will be designated by name so that any person or persons who are not listed as members will not be able to attend meetings unless they are designated alternates.

The membership would be made up of representatives from the following agencies:

1. Boston Redevelopment Authority
2. Office of Contract Compliance/EEO
3. Office of Minority Business
4. Office of Federal Compliance
5. Third World Job Clearing House
6. Contractors Association of Boston
7. Community Task Force on Construction
8. Women's Collective for Skilled Employment.

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others that may be invited for technical assistance:

BRA Project Engineer
BRA Legal Staff
Organized Labor (unions)

Each member of the committee will receive copies of all quarterly contractors Projected Manning Tables and progress reports of Minority Business Utilization on construction projects. This information will be compiled by the Contract Compliance Department of the Boston Redevelopment Authority.

The Liaison Committee will only be concerned with Affirmative Action and Equal Employment Opportunities requirements and not the technical aspects of construction projects.

